# Step 1: Log into your customer portal

Starkville Utilities × +		
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	Starkville UTILITIES WE CONNECT	
	Log in to your account	
	Username *	
	Forgot Username?	
	Forgot Password?	
	LOG IN	
	Don't have an account? Create an account	
	Contact Us   Locate Us	

## Step 2: Select the account you would like to set up for paperless

S Starkville (						
CUSTOMER SERVICES PORTAL	D Accounts					Filter by Status:
MY ACCOUNT	Service Address	Account Status 🗘	Due Date 🗘	Balance 🗘	Account No	View Service Details 🗘
		Active	05/15/19	\$0.00	00034649	0

Step	3:	Click	on	E-Bill	and	then	click o	on E	Billing	Method	l
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	S Starkville (									
	CUSTOMER SERVICES PORTAL	E-Bill Account Number 00034649								
	MY ACCOUNT	Account No.	Account Status: Active	Amount Due: \$0.00	Billing Preference: Paper					
	Service Details									
	🖸 Payment									
	E Profile	To enroll the selected account in E-Bill, change the Billing Meth	To enroll the selected account in E-Bill, change the Billing Method to 'E-Bill'. An e-mail address will be required. You must also confirm your e-mail address before clicking SAVE. If you'd like the convenience of F-Bill hut want to continue receiving name: change the Billing							
	E Deposits	Method to Paper & E-Bill. To stop receiving E-Bill Notifications at any time, simply change the Billing Method back to Paper.								
	<ul> <li>Bill History</li> <li>Payment History</li> </ul>	Billing Method: Paper								
	Usage Charts	E-mail 1:		Confirm E-mail 1:						
<	E-Bill	E-mail 2:		Confirm E-mail 2:						
	LL, Budget/Levelized Billing									
	🌲 Alerts & Reminders	SAVE								

Step 4: Three options will appear. To go paperless, click on E-Bill.

S				
CUS		E-Bill Account Number 00034649		
*	Accounts List	Account No. Account Status: Act	ive Amount Due: \$0.00	Billing Preference: Paper
B	Service Details	A Instructions		
Ø	Payment			
Ŀ	Profile	To enroll the selected account in E-Bill, change the Billing Method to	'E-Bill'. An e-mail address will be required. You must also confirm your	e-mail address before clicking SAVE . If you'd like the
8	Deposits	convenience of E-Bill but want to continue receiving paper, change to 'Paper'.	e Billing Method to 'Paper & E-Bill'. To stop receiving E-Bill Notification	ns at any time, simply change the Billing Method back
9	Bill History	Billing Method		
Ć	Payment History	Paper		
ĸ	Usage Charts	E-Bill		
	Payment Drafts	Paper & E-Bill		
	E-Bill			
9	E-Delinquent	E-mail 2:	Confirm E-mail 2:	
bib.	Budget/Levelized Billing			
٠	Alerts & Reminders	SAVE		

Step 5: Enter a valid email address and click SAVE.

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S	Starkville UTILITIES v name							
CUSTOMER		🗅 E-Bill Account Number						
MY ACCOUN								
🚉 Accou	unts List	Account No. 00034649	Account Status: Active	Amount Due: \$0.00	Billing Preference: Paper			
Servic	ce Details							
🖸 Payme	ent	Operations						
Profile								
🗖 Depos	sits	To enroll the selected account in E-Bill, chang convenience of E-Bill but want to continue re- to 'Paper'.	je the Billing Method to 'E-Bill'. An e-mail address ceiving paper, change the Billing Method to 'Pape	will be required. You must also confirm your e-m r & E-Bill'. To stop receiving E-Bill Notifications at	ail address before clicking SAV any time, simply change the B	<b>/E</b> . If you'd illing Meth	l like th od bacl	e k
🕤 Bill His	istory							
🗂 Payma	ent History	Billing Method: E-Bill						•
l∠ Usage	e Charts							
📔 Payme	ent Drafts	E-mail 1: ABC123@YAHOO.COM		Confirm E-mail 1: ABC123@YAH00.COM				
🗠 E-Bill								
🕛 E-Delir	inquent	E-mail 2:		Confirm E-mail 2:				
ul Budge	et/Levelized Billing							
≜ Alerts	s & Reminders	SAVE						

## Step 6: Next you will need to click on E-Delinquent

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	←	→ C A https://secure.st	tarkvilleutilities.com/mscp/portal/e-delinquent/0	0034649		∽ ☆ 🖰	
			🗅 E-Delinquent – Account Nu	mber			
							-
	**	Accounts List	Account No.	Account Status: Active	Amount Due: \$0.00	Delinquent Notice: Paper	
	8	Service Details					
	۵	Payment	✿ Instructions				
	£	Profile	To open the selected eccentric E Delingues	at always the Delinquest Method to 'E Delinquest	An a mail address will be required. You must a	laa oonfirm your o moll addrood bafara aliaking	
	•	Deposits	SAVE . If you'd like the convenience of E-Delin Notifications at any time, simply change the	n, change the beinquent method to E-beinquent nquent, but want to continue receiving paper notic Delinquent Method back to 'Paper'.	ces, change the Delinquent Method to 'Paper & E	-Delinquent'. To stop receiving E-Delinquent	
		Bill History					
	۵	Payment History	Delinquent Method:				
	⊭	Usage Charts	Paper				-
		Payment Drafts	E-mail 1:		Confirm E-mail 1:		
		E-Bill					
$\left( \right)$	•	E-Delinquent	Esmail 2:		Confirm E-mail 2:		
	لمله	Budget/Levelized Billing					
	۰	Alerts & Reminders	SAVE				

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S	Starkville 🗲							
CUST		🗅 E-Delinquent – Account Nu	mber					
MY A								
*	Accounts List	Account No.	Account Status: Active	Amount Due: \$0.00	Delinquent Notice: Paper			
8	Service Details							
Ð	Payment	Instructions						
E	Profile		t alaanaa ka Daliaassant Mathaal ta 'E Daliaassant	·		. h f	liakina	
8	Deposits	SAVE . If you'd like the convenience of E-Delin Notifications at any time, simply change the I	i, change the Definquent Method to E-Definquent iquent, but want to continue receiving paper notio Definquent Method back to 'Paper'.	ces, change the Delinquent Method to 'Paper & E	-Delinquent'. To stop receiving I	E-Delinqu	ent	
ତ	Bill History							
Ċ	Payment History	Delinquent Method:						•
ĸ	Usage Charts	гары						
	Payment Drafts	E-mail 1:		Confirm E-mail 1:				
	E-Bill							
•	E-Delinquent	E-mail 2:		Confirm E-mail 2:				
եւ	Budget/Levelized Billing							
٠	Alerts & Reminders							
		SAVE						

### Step 7: Once the screen has changed, click on Delinquent Method

Step 8: Three Options will appear, Click on E-Delinquent.

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CU		E-Delinquent – Account Number	
*	Accounts List	Account No. Account Status: Active Amount Due: \$0.00 Delin	iquent Notice: Paper
6	Service Details		
	Payment		
	Profile	To enroll the selected account in E-Delinquent, change the Delinquent Method to 'E-Delinquent'. An e-mail address will be required. You must also conf	Firm your e-mail address before clicking
9	Bill History	Delinquent Method	
ð	Payment History	Paper	
⊭	Usage Charts	Paper & E-Delinquent	
•	Payment Drafts		
	E-Bill		
	E-Deinquent Budget/Levelized Billing	E-mail 2: Confirm E-mail 2:	
		SAVE	
	E-Bill E-Delinquent Budget/Levelized Billing Alerts & Reminders	E-mail 2: Confirm E-mail 2:	

## Step 9: Enter a valid email address and click SAVE

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cus		E E-Delinquent – Account Number		
MY)	ACCOUNT Accounts List	Account No Account Status: Active	Amount Due: \$0.00	Delinquent Notice: Paper
8	Service Details			
ø	Payment	Instructions		
E	Profile	To enroll the selected account in E-Delinquent, change the Delinquent Method to 'E-Delinquen'	ť. An e-mail address will be required. You must a	lso confirm your e-mail address before clicking
=	Deposits	SAVE . If you'd like the convenience of E-Delinquent, but want to continue receiving paper noti Notifications at any time, simply change the Delinquent Method back to 'Paper'.	ces, change the Delinquent Method to 'Paper & E	Delinquent'. To stop receiving E-Delinquent
9	Bill History			
Ô	Payment History	Delinquent Method: E-Delinquent		-
ĸ	Usage Charts			
۵	Payment Drafts	E-mail 1: abc123 @yahoo.com	Confirm E-mail 1: abc123@yahoo.com	
	E-Bill			
0	E-Delinquent	E-mail 2:	Confirm E-mail 2:	
is.	Budget/Levelized Billing			
•	Alerts & Reminders	SAVE		